



Kerry J. Donley
Mayor

William C. Cleveland
Vice Mayor

Members of Council
Claire M. Eberwein
William D. Euille
Redella S. Pepper
David G. Speck
Joyce Woodson

City of Alexandria, Virginia

*301 King Street, Suite 2300
Alexandria, Virginia 22314*

April 15, 2003



Beverly I. Jett, CMC
City Clerk and
Clerk of Council
beverly.jett@ci.alexandria.va.us

(703) 838-4550
Fax: (703) 838-6433

The Honorable Mayor and
Members of City Council

Dear Honorable Mayor and Members of City Council:

The outstanding minutes are for the Public Hearing Meeting of April 12, 2003, which are currently being processed.

All other duties and responsibilities of this office are being discharged as promptly as possible. Please know that we are ready to assist you in any way possible.

Sincerely,

A handwritten signature in cursive script, appearing to read "Be".

Beverly I. Jett, CMC
City Clerk and Clerk of Council